



*Human Resource Department
PO Box 709
Fort Washakie, WY 82514
Phone: (307) 335-5930
Fax: (307) 332-3949*

NOTICE OF EMPLOYMENT

POSITION: Registered Nurse
DEPARTMENT: Nursing Services
SUPERVISION: Director of Nursing
SALARY: Depending on Experience
STATUS: Permanent Full-Time
OPENING DATE: 7/8/2024 **CLOSING DATE:** Open until Filled

POSITION SUMMARY:

Responsible for daily nursing and administrative functions involving the direct delivery of healthcare in collaboration with other healthcare personnel to provide team-based approach to patient-centered care.

DUTIES AND RESPONSIBILITIES

- Meets established standards of nursing practice and the primary functions for accessing planning, implementing, and evaluating the care in patients.
- Provides comprehensive nursing care to patients based on nursing assessment and on the physician's medical plan of care.
- Utilizes the nursing process to identify individual patient problems and to develop, implement, and evaluate patient care.
- Provides nursing care to meet physical, emotional, spiritual, and socio-cultural needs of the patient, by means of direct care and education.
- Observes and assesses patient's clinical condition.
- Recognizes, identifies, and interprets serious situations and immediately decides proper action.
- Operates and monitors specialized equipment such as electrocardiogram, resuscitation equipment, monitoring devices, sterilization equipment, etc.
- Administers therapeutic measures as prescribed by the physician and/or family nurse practitioner such as medications, injections, intravenous fluids, treatment and procedures.
- Ensures that all patients are educated and informed of care rendered and of health care options that are available to them including making referrals and coordinating health service.

QUALIFICATIONS:

- Minimum: Graduate of an Associate's Degree Registered Nurse (RN) from Accredited Nursing Program
- Valid Nursing License
- Passed the NCLEX-RN
- Must possess excellent written and oral communication skills
- Introductory ability in electronic health records system, Microsoft Word, and Excel

APPLICATION REQUIREMENTS:

- Submit a complete application with supporting documents to the Warm Valley Health Care, Human Resource Department, P.O. Box 709, Ft. Washakie, WY 82514.
- Applicants that state "See Resume" for employment history must have the following the information listed on the resume:
 - Dates of previous employment
 - Reason for leaving previous employment
 - Hourly rate of previous employment.
- Applications are available online at easternshoshone.org and can be sent via email to iweed@easternshoshone.org or faxed to 307-332-3949 until 4:45 PM on the closing date.
 - **Supporting documents:** Driver's License, Tribal ID, High School Diploma/GED, BLS certificate and any other professional credentials/certifications that verify required qualifications.
- Applicants who have a current application with supporting documents on file **must** submit a letter of interest. The letter should address how you meet each qualification. **Telephone calls are not accepted in place of an employment application or letter of interest.**
- Preference will be given to a qualified Eastern Shoshone tribal member, then other qualified federally recognized Indian tribal members and then other qualified candidates. Applicants must submit a copy of Tribal Enrollment card or CIB for Indian Preference.
- Veterans who meet the minimum qualifications and provide documentation of an honorable discharge (DD214) from any branch of military service are entitled to receive preference points during the interview process.
- Any offer of employment is contingent dependent on drug test, reference check and background check. Refusal to take the test or testing positive will render the applicant ineligible for employment with Warm Valley Health Care for 60 days.